



## Board Action Record - Rolling

Item No	Title	Action	Responsibility	Timescale	Status/Date Completed
<b>Actions from 28 September 2017</b>					
4.0	<b>PRESENTATION: REALISING REALISTIC MEDICINE</b>	Explore with the CMO's office the potential role of the Care Inspectorate in helping to promote and improve health literacy	EDSI		<b>Update 17.1.18</b> Work is in progress. <b>Completed</b>
25.0	<b>IDENTIFICATION OF RISK</b>	Letter to be sent to Scottish Government from the Chair to seek clarification in relation to the Care Inspectorate's vicarious liability position	Chair/CE	Immediate	<b>Update 17.1.18</b> Legal Services team drafting letter to Cabinet Secretary.

Item No	Title	Action	Responsibility	Timescale	Status/Date Completed
<b>Actions from 17 January 2018</b>					
<b>11.0</b>	<b>MONITORING OUR PERFORMANCE 2017/18 – Q2 REPORT</b>	<p>Quarter 2 staff absence rate figures in narrative and table to be cross-checked and corrected.</p> <p>Further discussion on format and content of quarterly Performance Report to be held between CE, EDCCS and Adviser to the Board.</p>	<p>EDCCS</p> <p>CE/EDCCS/Adviser to Board</p>	<p>In time for update to Board meeting 29/3/18</p>	<p>Completed</p> <p><b>Completed</b> 01/02/18</p>
<b>13.0</b>	<b>DEVELOPING A NEW CORPORATE PLAN FOR THE CARE INSPECTORATE</b>	<p>It was agreed that members, particularly those who had not been able to attend the Board meeting, should be invited to submit their comments by email.</p>	<p>ECSM</p>	<p>Immediate</p>	<p><b>Completed</b></p>

CE Chief Executive  
 EDCCS Executive Director of Corporate and Customer Services  
 EDSI Executive Director of Strategy and Improvement  
 EDSA Executive Director of Scrutiny and Assurance  
 HFCG Head of Finance and Corporate Governance  
 ECSM Executive and Committee Support Manager